

NOTICE FOR DIRECTORY INFORMATION UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that requires the Hartford Central School District, with certain exceptions, to obtain parent/guardian's written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Hartford Central School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary, in accordance with District procedures. The primary purpose of directory information is to allow the Hartford Central School District to include this type of information from your child's education records in certain school publications. Examples include:

- The yearbook;
- Principal's list, Honor roll, Merit roll, or other recognition lists; and
- Graduation programs.

Directory information, which is information that is typically not considered harmful or an invasion of personal privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information: name, address, and telephone numbers; unless a parent/guardian has advised the District that they do not want their student's information disclosed without their prior written consent (*Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503 (c)*).

If you do not want the Hartford Central School District to disclose directory information from your child's education records without your prior written consent, you may submit a written request to the building principal that the district not disclose student information.